

## **Grantee Identifying Information**

Grantee Name – State of Oregon Employment Department

Grant Number – MI-244490-13-60-A-41

Program/Project Name – Workforce Data Quality Initiative

Report Submitted by – John Glen, Program Analyst

Grantee Address

875 Union Street NE

Salem, Oregon 97311-0024

Report Quarter End Date – 12/31/2014

Report Due Date – 2/15/2015

Report Submission Date – 2/13/2015

### **A. Summary of Grant Activities**

Oregon's grant is tied closely to a complete redesign of Oregon's workforce development system and, related, a redesign of Oregon's workforce system performance measures.

The project has three phases:

1. Identify and define the workforce performance measures that will be developed and used.

*Phase one was completed during November 2013 and December 2013.*

2. Develop and implement data systems to collect and analyze the necessary performance data. This phase will be completed in collaboration with program and IT state in state and local agencies, organizations, and workforce boards.

*The team is currently in phase two of the project.*

3. Develop and implement a web-based information system giving all relevant audiences the ability to view performance measures based on their customized selections base on geography, program, demographics, etc.

*This phase of the project is scheduled to begin August / September 2015.*

*However, our team is using an iterative and incremental approach of managing the design and build activities, therefore pieces of this phase may begin prior to August / September.*

These activities were completed or started during this reporting period.

- ✓ *The IT staff completed design of submission file record layout. The record layout is the format for which the partners will submit quarterly data to the system to use for performance reporting.*
- ✓ *Use cases and user stories were refined and placed into Top Team software. This Top Team software will provide QA Test Cases and business process flows.*
- ✓ *The team completed the Communication Plan.*
- ✓ *IT staff began work on designing mock-up of screens associated with the suspense correction application. This process will allow the partners to add/change/delete their data from the system using an APEX application.*
- ✓ *Staff met with K-12 education partner staff to review that data elements required for submission to the system.*

## **B. Status Update on Strategic Partnership Activities**

Oregon Employment Department (OED) continues to have excellent working relationships from all the partners.

The public universities in Oregon are currently administered under the auspices of the Oregon University System (OUS). The OUS is the entity the Oregon Employment Department would ordinarily partner with to link higher education data to workforce data.

During the 2013 legislative session a bill passed transferring the administration of the public universities from OUS and community colleges to the Higher Education Coordinating Council (HECC). Currently, OUS and community colleges and HECC are in the planning process to complete this transfer by June 2015.

This procedure of transferring the administration from OUS to HECC continues to be obstacle for our project team. Staff at HECC are in the process of hiring a data manager which will the responsibility in collecting, reporting, and sharing of higher education data. This void in staffing restricts our project team from the planning and action steps required to link K-12 and Higher education data with workforce data. Until the transfer of administration is complete or well into the operational phase, and a data manager has been hired, the development of a data sharing agreement between the Higher Education Coordination Council and Oregon Employment Department is delayed for a indefinite period of time.

### C. Timeline for Grant Activities and Deliverables

The overall status of the project is on track. A caution warning, bordering on danger, has been assigned to the schedule primarily for two reasons:

- 1) The issue discussed in section B. Status Update on Strategic Partnership Activities. OUS and HECC are working through the transfer of administration of Higher Education in Oregon and is scheduled for completion June 2015. **The result of this unfortunate timing may require our team to apply for an extension of the WDQI grant;** and
- 2) The passage of H.R. 803, the Workforce Innovation and Opportunity Act (WIOA). For more detail please see section E. Key Issues and Technical Assistance Needs.

### Project Status

Schedule	<input type="checkbox"/> On Track	<input checked="" type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Budget	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Project Dynamics	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Project Health	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	

### D. Data Security and Linkages

No action to report this quarter.

### E. Key Issues and Technical Assistance Needs

The passage of the Workforce Innovation and Opportunity Act (WIOA) arrived at the most inopportune time. During the early planning phase of this project, stakeholders and partners met to identify and define the next iteration of Oregon’s workforce performance measures. This group of stakeholders and partners decided the employment outcome measures i.e., entered employment, employment retention, and average earnings would mirror the federal common measures definitions and operational parameters identified in TEGL 17-05.

The release of the guidance by ETA for the WIOA measures is unknown which places added constraints for this project. The project team decided to apply the same operational parameters used in the common measures, but utilize the WIOA measure definitions identified in H.R. 803. The project team is aware that most likely some or all of operational parameters will change under WIOA, but by applying the same common measure parameters to the WIOA measures, the end result may save a step or more at the time IT staff begin programming in the operational parameters after the WIOA TEGL is released.

## **F. Best Practices and Lessons Learned**

Including stakeholders from the onset of the project is essential. The project team involves and communicates with key stakeholders and partners in all phases in the development and design of the system.

Being flexible is important and a lesson learned by the project team. Tasks within the project may not follow the anticipated timeline particularly if completion of a deliverable is beyond the control of the project team, e.g., the passage of WIOA, and OUS transferring administration of Higher Education to HECC.

## **G. Sustainability**

Funding for performance measurement system will be provided by the partners participating in the system. Current partners include the Oregon Employment Department, Department of Human Services, and the Department of Community Colleges and Workforce Development.

## **H. Additional Information**

Name of Grantee Certifying Official/Title – Graham Slater, Administrator for Research

Telephone Number – (503) 947-1212

Email Address – [graham.j.slater@oregon.gov](mailto:graham.j.slater@oregon.gov)